

## **PROCEEDINGS OF THE BROWN COUNTY HARBOR COMMISSION**

A meeting was held on Monday, **JUNE 8, 2009**, 11:30AM  
at Holiday Inn – City Centre, Green Bay, WI.

The meeting was officially called to order by President McKloskey at 11:30am.

1) Roll Call:

Present: President Neil McKloskey  
Vice-President Tom Van Drasek  
Commissioner John Gower (arrived at 11:40am)  
Commissioner Craig Dickman  
Commissioner Bernie Erickson  
Commissioner Ron Antonneau  
Commissioner Hank Wallace  
Commissioner Bill Martens  
Commissioner John Hanitz

Also Present: Charles Larscheid, Brown County Port & Solid Waste  
Dean Haen, Brown County Port & Solid Waste

2) Approval/Modification – Meeting Agenda

**A motion to approve the meeting agenda was made by Craig Dickman and seconded by Tom Van Drasek.** Unanimously approved.

3) Approval/Modification – May 11, 2009 Meeting Minutes

**A motion to approve the May 11, 2009 meeting minutes was made by Bernie Erickson and seconded by Tom Van Drasek.** Unanimously approved.

4) WI Department of Transportation Harbor Assistance Program Grant Application: Cat Island Chain Restoration Project – Request for Approval

*Manager Haen discussed Agenda items #4, #5, and #6 together as this is one project with 3 separate components.*

Brown County submitted a NOAA grant for the Cat Island Chain project requesting \$19M. A determination should be made by the end of June 2009 on the NOAA Grant. Should Brown County receive the NOAA grant, which is 100% federally funded, the Harbor Assistance Program grant would be withdrawn. Manager Haen indicated he is continuing to pursue a HAP grant to fund the Cat Island Chain project should the NOAA grant not be awarded to the Port of Green Bay. The Federal cost share is 65% Federal/35% local. Recently Director Larscheid and Manager Haen met with HC President McKloskey, County Executive Tom Hinz and Brown County Corporation Counsel to discuss how to proceed with this project including the possibility of bonding. Two options were decided on: 1) 35% of the federal project of \$34M

leaves a local responsibility of \$12M. Even if awarded the HAP grant, Brown County would need to use all port funds (approximately \$1.6M) as well as request the County to bond. Since this is a federal project, HAP can only fund up to 50%. Bond would be needed for \$4M. 2) If the project is done by the County rather than as a Federal project, Brown County would be able to receive HAP funding for 80%.

A \$19M cost-estimate was done by Lunda Construction to build the island (the Federal estimate was \$34M). Haen explained that using the cost-estimate of \$19M, with a 20% contingency, along with 80% of the eligible HAP funds in the amount of \$6.6M, would leave Brown County with financial responsibility for \$1.6M.

**A motion to approve the HAP grant application and forward to the Brown County Board was made by Craig Dickman and seconded by John Gower.**

Unanimously approved.

5) Cat Island Chain Restoration Project Resolution – Request for Approval

**A motion to approve the resolution was made by Bernie Erickson and seconded by Tom Van Drasek.** Unanimously approved.

6) U. S. Army Corps of Engineers Cat Island Chain Restoration Project Letter of Clarification – Request for Approval

Manager Haen discussed the USACE draft letter. In this letter, a request is being made to the USACE to allow Brown County to complete 35% of the Cat Island Chain project. Haen noted that Brown County would not be held to 35% of the USACE's project costs. If the letter is approved by the Commission, it will be sent to the USACE requesting a determination. Haen is confident, based on conversations with the USACE, that Brown County's request will be approved. The grant application requesting \$6.6M is written to acknowledge this requirement from the USACE before proceeding. Since bonding would not be possible until 2011, the Port would use all monies from the harbor fee and harbor dredging funds to cover the County's contribution of \$1.6M.

Commissioner Erickson suggested visual aids be provided at the PD&T meeting as well as the County Board meeting to assist in understanding the proposed scenarios. President McKloskey recommended only presenting the preferred scenario.

The island would be built to USACE specifications, however, contract awards, administration, construction supervision, etc. Discussion ensued. Staff noted that the estimate from Lunda was not a formal bid but a non-binding cost estimate based on information provided to them from Brown County. Manager Haen has discussed this issue twice with the USACE and they have indicated to Haen they would be willing to work with Brown County. Although Haen has not received a written commitment from the USACE since this may have to go through USACE headquarters as it may set a precedent. If bonding is needed, an adjustment would have to be made to the harbor fees. Eliminating the Harbor Prosperity campaign was discussed. The grant is due August 1st and a decision should be made in December 2009.

**A motion to authorize the letter to the USACE regarding the Cat Island Restoration Project was made by Craig Dickman and seconded by John Gower.** Unanimously approved.

- 7) U.S. Army Corps of Engineers Preliminary Renard Isle Causeway Design - Informational  
Manager Haen discussed the USACE letter regarding the placement of dredged material on Renard Island. The USACE has determined that moving the dredged material to the island by land via a causeway as the most cost-effective. Haen has met with the USACE and the City of Green Bay Parks Department. Haen requested that the USACE ensure their design complies with WDNR requirements.

The next step would be to generate four cost estimates: 1) a permanent causeway accessing the east end of the island, 2) a temporary causeway accessing the east end of the island, 3) a permanent causeway accessing the west end of the island, and 4) a temporary causeway accessing the west end of the island. The City prefers the island to be accessed from the west side permanently with a pedestrian walkway on the east side. The design of a permanent causeway versus a temporary causeway was discussed. Haen explained the difference in cost between a permanent causeway and a temporary causeway is the amount which will need to be locally secured. Haen noted this was an informational update only and at this time no action is required.

By the end of summer, cost estimates should be available and at that point, staff will ask the Harbor Commission to make a recommendation to the City of Green Bay.

8) 2010 Budget Preview

Director Larscheid provided a preview of the upcoming budget. All capital budget requests have to be submitted to the Executive by July 3, 2009. Larscheid noted one major expense for a new truck for which the Port will pay a portion. To allow additional time to prepare the budget, Larscheid requested that the next Harbor Commission meeting be July 20, 2009, which is one week later than the normal schedule. The budget is due to Administration on July 24th. Director Larscheid and Manager Haen have met with Finance to discuss the Port's funds. Brown County is currently installing a new financial system as well as implementing a "lean management" philosophy to increase efficiency within the County. There is also an employee hiring freeze. Director Larscheid does not anticipate any problems/concerns with the upcoming budget. Discussion ensued.

9) Director's Report

- *Vehicle Management Policy*

New County policy requiring anyone who uses a county vehicle to meet specific requirements.

- *Strategic Plan*

The Strategic Plan, last updated in 2005, was discussed. Commissioners Dickman, Gower, Van Drasek and Wallace volunteered to be on a work group subcommittee. The group's suggestions will be brought to next month's meeting. Manager Haen invited anyone with comments or suggestions for the Strategic Plan to contact him. It was recommended the study being done by UWGB be included in the new Plan.

- *School Curriculum*

As part of the Strategic Communication Plan, Haen along with the Maritime Museum has put together a school curriculum for 4<sup>th</sup> and 6<sup>th</sup> grades. It is hoped the packet will be distributed before the start of the 2009-2010 school year. Due to the larger than expected number of area teachers who would be receiving this

packet, alternatives were discussed on ways to hold down costs - such as partnering with the Chamber of Commerce/Partners in Education or the Einstein Project.

The Strategic Plan is in its third and final year so Haen suggested the terminal operators be contacted to determine how they would like to continue with the Plan, and specifically the school curriculum. The Commission recommended follow-up with the schools to see if they actually implement the curriculum offered. Offering a workshop for continuing education credits is also being looked into.

10) Audit of Bills – Request for Approval

**A motion to approve the bills was made by Bill Martens and seconded by Tom Van Drasek.** Unanimously approved.

11) Tonnage Report

The tonnage for May shows 40% less ships and 46% less cargo than at this time in 2008. Haen predicts tonnage will most likely be down by 20% to 30% for 2009 overall.

12) Such Other Matters as are Authorized by Law

- *Bylsby Wetlands*  
No further progress. The USACE has determined Barkhausen Pike Spawning project mitigation is ineligible since it passes through private landholders. The possibility of building a bio-filter at the south landfill was discussed as mitigation.
- *Bylsby Grass Fires*  
Haen not aware of any grass fires.
- *Bylsby Building Rentals*  
Haen stated Brown County is still receiving rent from Great Lakes Calcium; however the cable contractors were out of the building at the end of March 2009.
- *Dredging Fees*  
The County Board passed a resolution to increase the fees for remedial dredging and capping materials. No funds have been collected to date.

13) Adjourn

**A motion to adjourn was made by Hank Wallace and seconded John Hanitz.** Unanimously approved. Meeting adjourned at 1:45pm.

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Neil McKloskey, President  
Harbor Commission

Charles Larscheid, Director  
Port & Solid Waste Department